



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION  
OFFICE OF RURAL, INSULAR AND NATIVE ACHIEVEMENT PROGRAMS

### **Call for Peer Reviewers**

The U.S. Department of Education (Department), Office of Elementary and Secondary Education (OESE) is seeking peer reviewers for the fiscal year (FY) 2023 Native Hawaiian Education (NHE) program grant competition. It is anticipated that the virtual grant competition peer review will convene in June 2023. All peer reviewers must participate in the webinar training that will be scheduled to convene in May 2023. We are seeking the best possible peer reviewers to evaluate applications for the program. The Department is seeking reviewers from various backgrounds and professions, such as: PK-12 teachers and principals, college and university educators, researchers and evaluators, social entrepreneurs, strategy consultants, grant-makers and managers, and others with education expertise and experience with construction project management.

In order to be considered for the position of peer reviewer, candidates must be able to demonstrate expertise in Native Hawaiian communities, experience working with educational systems and programs in Native Hawaiian communities that include experience with a focus on Native Hawaiian language, culture, and/or program development for Native Hawaiians, and/or expertise in at least one of the following areas (but not limited to these areas):

1. Education: Early childhood to postsecondary;
2. Community, family, and/or stakeholder engagement program management;
3. Project evaluation;
4. Supporting the development and academic achievement of Native Hawaiian children, youth, and young adults;
5. Implementing programs, the goals of which include enhancing participants' knowledge of Native Hawaiian language and culture; and/or
6. Experience with construction, renovation, and/or facilities management.

Your resume will be evaluated based on the level and broad scope of experience and expertise in the above areas. Please submit a current resume that includes:

- Full Name;
- Education (Please list all postsecondary degrees, including dates of degrees, institution, and major);
- All professional position titles, descriptions, and dates in chronological order over the past 10 years;
- A description of your current organizational affiliation, and position title;
- Telephone numbers (work, home, and/or mobile);
- Home and work mailing addresses; and
- Preferred e-mail address.

#### **How to Apply**

Individuals interested in serving as peer reviewers should submit the following to the NHE program office via email to [Hawaiian@ed.gov](mailto:Hawaiian@ed.gov), by April 14, 2023:

1. A resume that includes the components described above;
2. Documentation demonstrating expertise in Native Hawaiian communities or experience working with educational systems and programs in Native Hawaiian communities that include experience with a focus on Native Hawaiian language, culture, and/or program development for Native Hawaiians.
3. Documentation demonstrating how your professional background and expertise qualify you to review applicants for the FY23 Native Hawaiian Education grant competition. Include a description of how the work you have accomplished relates to Native Hawaiian education, language and/or culture, as appropriate;
4. Documentation, if applicable, demonstrating expertise in construction, construction project management, renovation and/or facilities management, as appropriate.
5. A completed copy of the NHE Program Peer Review Checklist (see following page).

[www.ed.gov](http://www.ed.gov)

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*The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.*

**U.S. Department of Education**  
Office of Elementary and Secondary Education  
**Native Hawaiian Education (NHE) Program**

**PEER REVIEWER INFORMATION CHECKLIST**

Thank you for your interest in serving as a peer reviewer for the Native Hawaiian Education (NHE) program. By completing this checklist, you will help ensure relevant information is included in your application. This information will be used to support peer reviewer selection and review panel assignments. To be considered as a peer reviewer for NHE program, you must complete this checklist and send it with your resume in an email to [Hawaiian@ed.gov](mailto:Hawaiian@ed.gov) no later than April 14, 2023.

**NAME:** \_\_\_\_\_

**ELIGIBILITY**

Peer reviewers must be able to demonstrate expertise in Native Hawaiian communities, experience working with educational systems and programs in Native Hawaiian communities that include experience with a focus on Native Hawaiian language, culture, and/or program development for Native Hawaiians, and/or expertise in at least one of the following areas (please check all that apply):

- Education – from early childhood to postsecondary
- Mentoring and life-skills development
- Program management
- Project evaluation
- At-risk youth and young adults
- Experience with construction, renovation, and/or facilities management
- Other (please specify):

## CONFLICT OF INTEREST

Please be aware that any individual selected as a peer reviewer for the FY 2023 NHE competition will be reviewed for possible, apparent, and/or actual conflicts of interest. All potential peer reviewers are required to respond to the following initial conflict of interest questions. The Department may contact potential peer reviewers with additional questions as appropriate.

The questions below generally pertain to your professional experience(s), including any financial interest that you may have in any NHE application. If a potential conflict of interest is identified, the Department will consider whether you can participate as a peer reviewer in full compliance with all applicable Department policies and procedures. In this way, the Department is able to ensure the objective and efficient management and administration of the NHE program, which ultimately ensures the integrity of the Department's functions and the public's confidence in that integrity.

1. Are you currently employed by a local educational agency (i.e., school district)?  
 Yes  
 No
  
2. Have you agreed to serve as an employee or consultant, or otherwise provide assistance or advice, on any project for which funding is being sought in an application that will be submitted in the NHE grant competition, or have you been offered the opportunity to do so and not yet accepted or declined, based on whether a grant is awarded?  
 Yes  
 No  
If yes, please briefly explain:
  
3. Will your personal financial interests be affected by the outcome of the NHE grant competition?  
 Yes  
 No  
If yes, please briefly explain:
  
4. Did you help to prepare, or do you plan on helping to prepare, one or more applications that will be submitted in the NHE grant competition, even if you do not have a financial interest in the outcome of the competition ?  
 Yes  
 No  
If yes, please briefly explain:

5. Do you have a relationship with an entity or individual that has a financial interest in the outcome of the competition. Please check all that apply.
- Spouse, child, a member of your household, or any relative with whom you have a close relationship;
  - Any employer you have served within the last 12 months, a business partner, an organization you have served as an officer, director, or trustee within the last 12 months, or organization that you serve as an active volunteer;
  - Any person or organization with whom the reviewer is negotiating for or has an arrangement concerning future employment;
  - Any professional associate – including any colleague, scientific mentor, or student – with whom you are currently conducting research or other professional activities or with whom you have conducted such activities within the last 12 months; or
  - Any individual with whom you have, or have had, a personal relationship where the nature, duration, or recentness of that relationship would impair your ability to impartially review any application in the competition.
6. Please use the space provided to specify potential conflict of interest not covered above or any concerns you may have.

#### **AVAILABILITY**

- At this time, I am available to serve as a reviewer during June 2023.